

**ARKANSAS DEPARTMENT OF HUMAN SERVICES
STATE INSTITUTIONAL SYSTEM BOARD**

Division of Behavioral Health Services
Arkansas State Hospital
305 South Palm Street
Little Rock, Arkansas 72205

Thursday, January 8, 2009

Members Present: Micheal Burden, Chairman
Mark Tripp, Vice-Chairman
Clara Ferron
Stephen Foti

DHS Staff Present: John Selig, DHS Director
Steven Jones, DHS Deputy Director
Rich Rosen, Attorney, DHS Office of Chief Counsel
Doyle Young, Program Administrator, Division of Youth Services
Jay Bradford, Director, Division of Behavioral Health Services
John Althoff, Deputy Director, Division of Behavioral Health Services
Charles Smith, Administrator, Arkansas State Hospital
Ed Hood, Administrator, Arkansas Health Center
Glenn Sago, Division of Behavioral Health Services
Lowell Nicholas, Division of Behavioral Health Services
Scottie Leslie, Admin. Assistant, Division of Behavioral Health Services

Chairman Micheal Burden called the meeting to order at 1:35 p.m.

APPROVAL OF MINUTES FROM OCTOBER 9, 2008 MEETING

Mr. Stephen Foti made a motion that the minutes of October 9, 2008 meeting be approved. Ms. Clara Ferron seconded the motion. Motion passed.

DIVISION OF BEHAVIORAL HEALTH SERVICES REPORT

The Division of Behavioral Health Services (DBHS) report with attachments had been previously distributed and is attached to the meeting minutes.

Dr. John Althoff, Deputy Director of the Division of Behavioral Health Services, asked Mr. Charles Smith to present the report for the Arkansas State Hospital (ASH).

Arkansas State Hospital

Mr. Charles Smith reported on the forensic unit air quality conditions as it relates to the mold problem. Architect Rex Morris was asked to investigate the condition of the HVAC system on Units 5 and 6 and make recommendations to correct problems. Mr. Morris' report outlined the major problem with the unit is a need for outside air added to the system. The total estimated price for accomplishing the addition of an outside air unit on the roof of each unit, improving toilet exhaust, ductwork, piping and all required demolition is 1.1 million dollars. Mr. Glenn Sago added the hospital continues to be proactive in staying ahead of the mold problem. Mr. Smith noted this item is on the request for capital improvements.

Mr. Smith stated the roof on the court building has been inspected by an architect firm used at the Arkansas Health Center. The architect indicated the roof is not the problem but the walls and flashing are allowing water to intrude into the building. An estimate was given of \$105,000 which is substantially less than the estimate to replace the entire roof. Ms. Clara Ferron voiced concerns about patch-up work. Mr. Sago explained this is not patch-up; the entire building will be water-proofed with a warranty. Mr. Smith stated they will complete this project when money is available which will probably be in the next fiscal year. Mr. Michael Burden asked what could be done in the meantime. Mr. Smith stated the leaks came from severe blowing rains from the side such as when the hurricanes came through. Under normal conditions there is not much of a water problem.

Mr. Smith stated the DBHS administration building was inspected for mold and was given a recommendation to fog and clean the back portion of the building. This project is on hold until the budget for the year has been determined.

Mr. Smith reported when the new Arkansas State Hospital (ASH) was built the contractor should have put in plumbing access panels in patient bathrooms. This has caused problems and the contractor will be installing the panels at no cost to ASH. Ms. Clara Ferron asked how long the warranty is on the new hospital. Mr. Smith replied one year. Mr. Micheal Burden questioned the safety of the access panels. Mr. Sago replied they are tamper-proof panels.

Mr. Stephen Foti questioned changes having to be made to the newly built state hospital. Mr. Smith stated the original designs go back to 2004-05. The items that need to be modified are patient bathroom doors, sink fixtures and toilets. At the time the building was designed these items did not exist. The suicide resistant door has only been on the market for one year. This door is a patented, proprietary door and there is only one supplier with one company making the door. Mr. Smith stated the bathroom doors are being exchanged with curtains that are break-away and suicide resistant. Mr. Sago said the ASH maintenance department is working on a design to modify the doors. Mr. Sago stated a design for an anti-ligature sink faucet was just released in October 2008. A custom mold is being built to cast a faucet to see if it will work on the sink fixtures at ASH. The custom faucet was ordered two months ago and hopefully will arrive in the next month.

Mr. Burden asked what type monitoring systems are in the new hospital. Mr. Smith stated that cameras are in all the hallways but not in every room. Mr. Foti commended Mr. Smith for looking for changes that can be made for potential safety hazards.

HVAC maintenance and boiler contracts for all ASH buildings are under review. Years ago the hospital contracted to maintain the HVAC systems with Harrison Trane. Mr. Smith stated the contracts are outdated and need to be rebid. ASH is going to put out a Request for Proposals in mid-February in the hopes of cutting costs.

Dr. Lowell Nicholas provided a report on the West Central End Power Plan (WCEP). WCEP is a distribution system to provide natural gas, electricity, chilled water and heating water for the three parties with ownership which are University of Arkansas for Medical Sciences (UAMS), Arkansas State Hospital (ASH) and the Arkansas Department of Health (ADH). UAMS has 65% ownership, ASH 27% and ADH 8%. Dr. Nicholas disseminated a packet titled "DBHS WCEP and Joint Operating Agreement Report" which will be included in the original minutes. WCEP is located on the UAMS campus at the intersection of 7th and Palm Street. Dr. Nicholas explained the Joint DHS

Operating Agreement (JOA) is the document that will govern, determine and define all aspects of the operation of WCEP through the year 2027. Dr. Nicholas has asked UAMS for consideration of the possible extension of the ASH debt service maturity from 15 to 20 years. This is highly unlikely, but would reduce monthly payments for ASH if incorporated. At Dr. Nicholas' recommendation, a WCEP steering committee has been formed consisting of representatives from each of the parties for future oversight and dispute resolutions at WCEP. Dr. Nicholas stated the direct economics for our involvement in WCEP is slightly positive this year, but the benefits will grow in the future. Dr. Nicholas noted that we have received significant collateral benefits from the WCEP relationship with UAMS and TME. It is his opinion that this is a worthwhile endeavor and feels we are on a sound basis with our participation in this project.

Arkansas Health Center

Mr. Jay Bradford asked the board chair to recognize DHS Director John Selig for a special announcement. Mr. Selig referred to the capital improvements funds request and a letter sent to the Governor by the SIS Board last year indicating critical needs. At the top of the list were the following three items at the Arkansas Health Center, replacement of the HVAC system, repair of the sewer system/underground utilities and floor covering placement in Building 80. Mr. Selig was delighted to announce the Governor had released the funding for all three of these projects totaling 4.6 million dollars.

Mr. Stephen Foti made a motion to send a letter complementing the Governor for supporting the Arkansas Health Center. Ms. Clara Ferron seconded the motion. Motion passed.

Chairman Micheal Burden requested a letter be drafted for the SIS Board to send to the Governor.

Mr. Ed Hood, Administrator for the Arkansas Health Center (AHC), graciously thanked Mr. Selig, Mr. Bradford, and the SIS Board for obtaining the capital improvement funds released by the Governor. Mr. Hood stated Building 80, which houses 226 residents, will receive new flooring in the entire building. The HVAC improvements includes a new heating/air system installed on top of Building 80 and new units installed in every room. The third improvement is the underground utilities involving new sewer systems and water lines throughout the entire campus. Mr. Hood stated this is a monumental event for the AHC facility.

Mr. Ed Hood continued reporting for the Arkansas Health Center. He noted the cutting of trees around the water plant has been completed and a check for \$3,499 was received this week. An extensive amount of brush and tree tops remain. AHC is researching ways to use the debris by creating mulch to use around the campus and in flower beds.

The roof repair on Building 18 is almost complete. Repairs to the roofs on Buildings 16, 7, and 10 will follow.

The Dish Satellite TV system contracts have been signed and the satellite system will be in place by mid-January. Mr. Burden asked why the Dish system was chosen. Mr. Hood explained there are only two satellite providers with no cable provider in the area. The Dish system was more economical.

Arkansas Services Center – Jonesboro

Attorney Rich Rosen provided an update on the Arkansas Services Center property in Jonesboro. The Arkansas Building Authority (ABA) is in the process of finding three certified appraisers that would be acceptable to all parties. Two appraisers have been chosen and they are working on selecting the third.

Mr. Rosen informed the Board the lease agreement with the typographical error has been amended. Mr. Rosen stated the Jonesboro options have been exercised effective next year. They have been accepted and the parties will get together next year at the appropriate time to decide when and how to proceed.

Ray Winder Field

Mr. Jay Bradford stated we are taking a low profile until someone comes up with an offer and at that time it will be presented to the Board. Mr. Rich Rosen stated he spoke to the city attorney and mayor's offices. The city told Mr. Rosen a recommendation would be made to their Board of Directors mid-January as to approval on bids on their portion of Ray Winder Field.

Mr. Stephen Foti made a motion to accept the Division of Behavioral Health Services' report. Ms. Clara Ferron seconded the motion. Motion passed.

Mr. John Selig asked permission to make an announcement. He stated Mr. Jay Bradford will be leaving the position of Director of DBHS on January 15, 2009. Dr. John Althoff has agreed to serve as Interim DBHS Director until a new director is appointed.

DIVISION OF YOUTH SERVICES REPORT

The Division of Youth Services (DYS) report has been previously distributed to the Board and is attached to the minutes.

Mr. Doyle Young presented the report for the Division of Youth Services.

Arkansas Juvenile Assessment and Treatment Center at Alexander

Mr. Young reported the bids on the repair of the kitchen drain and the sewer repairs at Alexander were in excess of the money available. After reviewing with TME the cost is now \$67,000, a contract should be finalized by January 15, 2009 with a 90-day construction period.

Mansfield

Mr. Young reported they have had some difficulty on movement through the Arkansas Building Authority (ABA) process on the Mansfield project. The rebid process has been slow especially during the holidays. They are advertizing and receiving bids. The bids will be opened on January 28, 2009. Mr. Young said they are anticipating being able to afford this project. This project has a 120-day construction time frame.

Mr. Doyle Young noted the Division of Youth Services is hoping to obtain some funding for some much needed renovations and projects.

Mr. Stephen Foti made a motion to accept the Division of Youth Services' report. Ms. Clara Ferron seconded the motion. Motion passed.

NEW BUSINESS

Vote to accept Board members travel reimbursement for 2009.

Mr. Clara Ferron made a motion in accordance with ACA 25-16-901-908, the Board authorizes the \$60 stipend payment per official meeting attended and expenses for meals, travel, lodging and other associated expenses, which are provided to state employees for the members of the DHS State Institutional System Board throughout 2009 while on official business for the State. Mr. Mark Tripp seconded the motion. Motion passed.

Ms. Clara Ferron stated she has been attending the DYS Task Force planning committee meetings as the SIS Board representative in the absence for Ms. Trudi Ramsey. Ms. Ferron asked if she could be reimbursed for travel expenses to attend the meetings. Attorney Rich Rosen will review the board rules and e-mail Ms. Ferron his findings.

Mr. Michael Burden stated that since Ms. Trudi Ramsey has been unable to attend the DYS Task Force Committee meetings he recommended the Board appoint Ms. Clara Ferron as the representative to the DYS Task Force Committee with Mark Tripp serving as back up.

Mr. Stephen Foti made a motion for Ms. Clara Ferron to serve as the SIS Board representative on the DYS Task Force Committee with Mr. Mark Tripp serving as alternate. Mr. Mark Tripp seconded the motion. Motion passed.

NEXT MEETING

The next meeting will be held April 9, 2009 at 1:30 p.m., at the Arkansas Health Center, 6701 Hwy. 67, Benton, Arkansas. Lunch will be provided at 1:00 p.m.

Mr. Steve Foti made a motion to adjourn the meeting. Mr. Mark Tripp seconded the motion. Motion passed and the meeting was adjourned at 3:00 p.m.

Respectfully submitted:

Carlton Jones, Secretary